



## **My Neighborhood Our Akron City Council Grant Program**

**Directed by:  
Department of Neighborhood Assistance**

**Individuals and businesses are not eligible for these grants and any group or organization that does not have an Employee Identification Number (EIN) must affiliate with a non-profit organization that can provide the required EIN as a fiscal agent.**

**DANIEL HORRIGAN, Mayor**

**Please read these instructions carefully**

# **My Neighborhood Our Akron City Council Grant Program**

## **Mission Statement**

Empowering residents of the City of Akron to actively participate in the improvement of their neighborhoods and parks through education and collaboration with organizations and groups.

## **Overview**

The Neighborhood Grant Program is sponsored by My Neighborhood Our Akron (MNOA) and Akron City Council. This unique program is directed by the Department of Neighborhood Assistance and designed to encourage volunteerism within the community by providing **matching grants to neighborhood groups and organizations** for small creative neighborhood and park improvement projects.

Any neighborhood group or organization applying for grants **must match funds awarded** by the MNOA Executive Committee. Any project purchases, received in-kind donations of goods, and/or volunteer labor will count as your organization's matching funds. This is a **reimbursement grant** where your money is **awarded after your event** if your match is monetary or in kind, or **after you have fulfilled your volunteer hours** with your community project.

Grants ranging from \$250.00 to \$1,000.00 may be awarded. The match requirement is \$1 for \$1. Grant funds must be spent by the recipient group or organization in a manner conforming with the civic goals of the group or organization.

## **Goals**

The MNOA/Akron City Council Neighborhood Grant program is purposely designed to strengthen core civic groups of Akron neighborhoods and to provide much-needed resources in neighborhood revitalization efforts. A major goal of the program is to foster a positive relationship between MNOA, Akron City Council, neighborhood residents and the various partnerships with community-based groups. Through a variety of neighborhood-based projects and activities, improved communications and positive reinforcement, projects of this nature can have a major impact in all of Akron's neighborhood communities.

## **Eligible Applicants**

- Block Clubs
- Neighborhood-based organizations (Scouts, Community Gardens, Sports Groups, Youth Groups, Senior Groups, Leadership Groups, etc.)
- Faith-based community partnerships

**Please note that individuals and businesses are not eligible for these grants and any group or organization that does not have an Employee Identification Number (EIN) must affiliate with a non-profit organization that can provide the required EIN.**

## **Eligible Projects**

Projects eligible for grant funding under this program must provide a direct benefit to a neighborhood. Projects that benefit private entities instead of the general public will not be eligible. The projects listed below are not all inclusive but are a brief summary of the most common projects.

- Neighborhood improvement/beautification programs
- Community gardens
- Outside projects for the elderly
- Playground beautification
- Community center improvement/beautification

## **Ineligible Projects**

- Give away programs (Back to school, Halloween, Christmas etc.)
- Festivals and picnics
- For profit programming/projects
- Fund raising activities
- Operating or administrative costs to an organization
- Religious activities such as worship or religious instruction
- Projects that require admittance/entry fees

## **Matching Contributions**

- Volunteer labor undertaken as part of the project is valued at \$10.00 per hour. Volunteer hours must be documented by your group's President/Chairman by using the Sign-in Sheet in the attached Application Packet.
- In-kind donated supplies, equipment or professional services
- Purchases made for the purposes of the project.

Applications will be accepted annually starting on May 1st and ending on October 31st. Applications **must be submitted on the forms provided**. Please feel free to provide attachments if additional space is needed.

# **My Neighborhood Our Akron City Council Grant Program**

## **Application Packet**

Please complete the attached **application sheet, questionnaire, and budget worksheet** and submit to:

- Your ward Councilperson, or
- The Department of Neighborhood Assistance, Room 100, 146 S. High St., Akron, Ohio 44308, or
- The Akron City Council Office, Room 301, 166 S. High St., Akron, Ohio 44308.

\*Your Volunteer Sign-In Sheet can be submitted after your project is completed.\*

For further information contact: Akron City Council at (330) 375-2256 or the Department of Neighborhood Assistance at (330) 375-2324.

### **Council Members:**

Ward 1: Rich Swirsky – 330-283-6178 (phone) – 330-374-7688 ext. 8301 (voicemail)

Ward 2: Bruce Kilby – 330-634-1175 (phone) – 330-374-7688 ext. 8302 (voicemail)

Ward 3: Margo Sommerville – 330-375-2256 (phone) – 330-374-7688 ext. 8303 (voicemail)

Ward 4: Russ Neal – 330-864-2278 (phone) – 330-374-7688 ext. 8304 (voicemail)

Ward 5: Tara Mosley-Samples – 330-212-9118 (phone) – 330-374-7688 ext. 8305 (voicemail)

Ward 6: Bob Hoch – 330-798-5455 (phone) – 330-374-7688 ext. 8306 (voicemail)

Ward 7: Donnie Kammer – 330-812-7525 (phone) – 330-374-7688 ext. 8307 (voicemail)

Ward 8: Marilyn Keith – 330-867-8287 (phone) – 330-374-7688 ext. 8308 (voicemail)

Ward 9: Mike Freeman – 330-753-0417 (phone) – 330-374-7688 ext. 8309 (voicemail)

Ward 10: Zach Milkovich – 330-810-2007 (phone) – 330-374-7688 ext. 8310 (voicemail)

At Large: Linda Omobien – 330-867-6571 – 330-374-7688 ext. 8311

At Large: Jeff Fusco – 330-208-5561 – 330-374-7688 ext. 8312

At Large: Veronica Sims – 330-612-0770 – 330-374-7688 ext. 8313



**MY NEIGHBORHOOD OUR AKRON CITY COUNCIL**  
**GRANT PROGRAM APPLICATION**

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Name of Organization	Date of Project
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Address	Zip Code	Federal ID Number
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Contact Person	Phone Number	Ward Number
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Email Address	Make Check Payable To	Check Mailed or Picked Up?
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Grant Request Amount ( <b>Box H</b> on Worksheet)	Type of Project
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## **Project Description**

Please describe your project below.

- What will it include?
- How does the project directly benefit your neighborhood and the city?
- Is this a project that will be sustainable, and if so, how?


# **MNOA CITY COUNCIL GRANT BUDGET WORKSHEET**

## **INSTRUCTIONS**


Please read the following instructions closely for help and direction on completing the MNOA City Council Grant Budget Worksheet.

1. On **Form No. 1** (page 9), enter an itemized list of your **Project Purchases**, including the amount spent for each purchase, under the section titled: **Project Purchases**. Enter the total value of **Project Purchases** in **Box A**.
2. On **Form No. 1** (page 9), enter an itemized list of any **Donated Materials** your organization received and used for the project, including the value of each item, under the section titled: **Donated Materials**. Enter the total value of any **Donated Materials** in **Box B**.
3. On **Form No. 1** (page 9), enter any use of volunteer labor and the total amount of hours for each project under the section titled: **Volunteer Hours**. Enter the total amount of **Volunteer Hours** worked in **Box C**.
4. If you run out of space, enter any remaining **Project Purchases, Donated Materials, or Volunteer Hours** on **Form No. 2** (page 10). Add the totals of each section on **Form No. 2** to **Boxes A, B, and C** on **Form No. 1** (page 9).
5. Following the instructions in each box, indicated by a black arrow, enter the amount into **Box D, Box E, and/or Box F** on the bottom-half of the worksheet. (Note: make sure to multiply your total amount of **Volunteer Hours** by \$10.00 [i.e. 10 Volunteer Hours multiplied by \$10.00 equals \$100.00]).
6. To find your Grant Request Amount, add **Box D, Box E, and Box F** together and enter the sum in **Box G**. This is the total reimbursement amount you may request from the City of Akron.
7. For an example of how to complete the forms, please see the **MNOA CITY COUNCIL GRANT BUDGET WORKSHEET EXAMPLE** (page 8) below.
8. If you have any questions, concerns, or need assistance in completing the form, please contact the Department of Neighborhood Assistance at (330) 375-2324.


Project Purchases	Value/Hours
Roses	\$40.00
Violets	\$20.00
Daffodils	\$20.00
Crocuses	\$20.00
<b>Total</b>	<b>\$100.00</b>
	<b>Box A</b>
<b>Donated Materials</b>	
Top Soil	100.00
Gardening Tools	50.00
<b>Total</b>	<b>\$150.00</b>
	<b>Box B</b>
<b>Volunteer Hours</b>	
Planting Flowers	25
<b>Total Hours</b>	<b>25 Hours</b>
	<b>Box C</b>



Enter **TOTAL** in **Box D**  
below



Enter **TOTAL** in **Box E**  
below



Multiply **TOTAL HOURS** by \$10 in  
**Box F** below

(If you run out of room, please use MNOA Worksheet Form No. 2).

Total Amount of Equity In Project	\$100.00	+	\$150.00	+	\$250.00	=	\$500.00
	<b>Box D</b>		<b>Box E</b>		<b>Box F</b> (Box C multiplied by \$10)		<b>Box G</b>

Grant Request Amount	\$500.00	The <b>Grant Request Amount</b> is the total amount you may request for reimbursement from the City of Akron. You must submit a copy of your receipts and a list of volunteer hours with your application to be eligible for a MNOA Grant.
	<b>Box G</b>	



Organization:  
Date of Event:

MNOA CITY COUNCIL GRANT  
BUDGET WORKSHEET FORM NO. 1

Project Purchases	Value/Hours
Total	<div style="border: 1px solid black; padding: 5px;">\$</div> <div style="border: 1px solid black; padding: 5px;">Box A</div>

Enter **TOTAL** in **Box D** below

Donated Materials	Value/Hours
Total	<div style="border: 1px solid black; padding: 5px;">\$</div> <div style="border: 1px solid black; padding: 5px;">Box B</div>

Enter **TOTAL** in **Box E** below

Volunteer Hours	Value/Hours
Total Hours	<div style="border: 1px solid black; padding: 5px;">Box C</div>

Multiply **TOTAL HOURS** by \$10 in **Box F** below

(If you run out of room, please use MNOA Worksheet Form No. 2).

Total Amount of Equity In Project	\$	+	\$	+	\$	=	\$
	Box D		Box E		Box F (Box C multiplied by \$10)		Box G

Grant Request Amount	\$	The <b>Grant Request Amount</b> is the total amount you may request for reimbursement from the City of Akron. You must submit a copy of your receipts and a list of volunteer hours with your application to be eligible for a MNOA Grant.
	Box G	

**Date of Event:****BUDGET WORKSHEET FORM NO. 2**

**(Only Use This Form if You Run Out of Room on Form No. 1)**

Project Purchases	Value/Hours
<b>Total</b>	<div style="border: 1px solid black; padding: 5px; display: flex; align-items: center;"> <span style="margin-right: 5px;">\$</span> <div style="flex-grow: 1;"></div> </div>
<b>Donated Materials</b>	<b>Box X</b>

Add this amount to the **TOTAL** in **Box A** on **Form No. 1**

<b>Total</b>	<div style="border: 1px solid black; padding: 5px; display: flex; align-items: center;"> <span style="margin-right: 5px;">\$</span> <div style="flex-grow: 1;"></div> </div>
<b>Volunteer Hours</b>	<b>Box Y</b>

Add this amount to the **TOTAL** in **Box B** on **Form No. 1**

<b>Total Hours</b>	<div style="border: 1px solid black; padding: 5px; display: flex; align-items: center;"> <div style="flex-grow: 1;"></div> </div>
	<b>Box Z</b>

Add the number of hours to the **TOTAL HOURS** in **Box C** on **Form No. 1**

ORGANIZATION: _____				
PROJECT NAME: _____				
DATE OF PROJECT: _____				
<b>Please have volunteers sign in and out as documentation of actual hours completed for community project. Volunteer hours are compensated at a rate of \$10.00 per hour.</b>				

11